

**CITY OF MACEDONIA**  
**ZONING BOARD OF APPEALS SUPPORTING INFORMATION**

**All items MUST be submitted with completed application and application fee:**

1. Application fee is required with application. The application will be considered incomplete until the fee is paid.
  - a. Residential: \$100.00
  - b. Commercial: \$200.00
2. Site plan depicting the following:
  - a. Property address, property lines, and dimensions.
  - b. Location of main and accessory structures including property line setbacks.
  - c. Location of the variance or request for a special approval.
3. A written statement describing the nature or reason for the variance request. The statement must address and/or demonstrate the following issues in detail:
  - a. That the literal application of the code would deprive the owner of reasonable use of his/her property.
  - b. That unique or exceptional circumstances or conditions exist and apply to the property involved causing a practical difficulty.
  - c. That the granting of a variance will not be injurious to the property or improvements in the neighborhood.
  - d. That the granting of a variance will not be contrary to the purpose of the Zoning Code.
4. Nine (9) hard copies of the application, plans, and supporting information shall be submitted to the Building Department by the due date indicated on the BZA schedule of meetings.
5. Identification of all owners of all property abutting in any direction to the property(ies) of the appellant.
6. Authorization of property owner.

**PLEASE SEE NEXT PAGE FOR APPLICATION**

**THE ZONING BOARD OF APPEALS MEETS AT 6:30PM ON THE THIRD WEDNESDAY OF EACH MONTH IN THE COUNCIL CHAMBERS AT MACEDONIA CITY HALL LOCATED AT 9691 VALLEY VIEW ROAD. MEETING DATES ARE SUBJECT TO CHANGE. CONTACT THE BUILDING DEPARTMENT AT 330-468-8364.**

**CITY OF MACEDONIA  
REQUEST TO APPEAR BEFORE THE  
ZONING BOARD OF APPEALS**

SEE INSTRUCTION PAGE FOR MORE INFORMATION. APPELLANT IS TO PROVIDE NINE (9) COPIES OF SITE PLANS, PICTURES, ETC AND A WRITTEN STATEMENT. RESIDENTIAL- \$100.00; COMMERCIAL- \$200.00.

**Address of property involved:** \_\_\_\_\_

**Nature of Request:** \_\_\_\_\_

**Applicant or Agent Therefore:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Phone:** \_\_\_\_\_ **Email:** \_\_\_\_\_

**Property Owner (if different from applicant):** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Phone:** \_\_\_\_\_ **Email:** \_\_\_\_\_

**SIGNATURE OF APPELLANT. (AUTHORIZATION OF PROPERTY OWNER REQUIRED IF DIFFERENT FROM APPLICANT).**

By my signature, I attest to the accuracy of all statements on this form. \_\_\_\_\_ **Date** \_\_\_\_\_

**OFFICIAL USE ONLY**

**Received Date:** \_\_\_\_\_ **Case Number:** \_\_\_\_\_

**Variance being requested:** \_\_\_\_\_

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# BZA 2020

## 2020 MEETING DATES

## DEADLINE FOR SUBMITTAL

January 15, 2020	December 20, 2019
February 19, 2020	January 24, 2020
March 18, 2020	February 21, 2020
April 15, 2020	March 20, 2020
May 20, 2020	April 24, 2020
June 17, 2020	May 22, 2020
July 15, 2020	June 19, 2020
August 19, 2020	July 24, 2020
September 16, 2020	August 21, 2020
October 21, 2020	September 25, 2020
November 18, 2020	October 23, 2020
December 16, 2020	November 20, 2020

All applications must be submitted by 3pm on the due date. NO exceptions.

Include the application, payment, and 9 copies of the plans and supporting documents.